

Padbury Parish Council

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4th December 2024

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Parish Council Meeting will be held at the Pavilion on **Tuesday 10th December 2024** at 7pm.

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below. The public are also invited and are welcome to attend and before the Parish Council meeting there will be a period of public participation.

Pam Molloy - Parish Clerk

AGENDA

1. Period of Public Participation

2. Apologies

Members are asked to receive apologies.

3. Declarations of Interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 section 32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations.

4. Minutes

Members are asked to approve the minutes of the meeting of the Parish Council held on the 10th September as a correct record – copy attached PPC/03/24-25.

5. To receive updates from Buckinghamshire Councillors

6. Sports Field, Play Area and Woodland

- 6.1. Pavilion items to be reviewed: 1) Ramp for double doors, 2) Quotes for roof works outstanding. Any other relevant items.
- 6.2. Members to review the Pavilion schedule of costs.
- 6.3. Pavilion building regulations – Members to decide if wish to try and obtain PWC's inspection notes, cost £220 plus VAT. Members to review Buckinghamshire Councils letter regarding building regulations (circulated on 3rd December)
- 6.4. Table tennis club – Members to review contents of email circulated on the 8th November regarding issues with floor / condensation.
- 6.5. Multi use games area – Members to consider issue regarding the gate.
- 6.6. Play area - Members to consider issue regarding the concrete tunnels.

- 6.7. Members to note, pre-installation meeting taking place at the playground on the 10th December for the new zip wire and springy.
- 6.8. Play area / Woods – Council to consider an inspection of the trees by an arboriculturists.
- 6.9. Woods – Councils annual inspection carried out on the 1st October – Members to agree works.

7. Planning

- 7.1. Members to review new applications to be considered at this meeting:
 - 24/03365/APP – Householder application for single storey side extension and creation of new access for on site parking – 1 Jubilee Cottages, Main Street (circulated on 11th November).
 - 24/03211/APP - Householder application for demolition of existing conservatory. Two storey rear extension and single storey side and rear extension. Clad existing side extension with stained timber boarding and replace existing staircase – 25 Old End (circulated on 14th November).
 - 24/03212/ALB – Listed building application for demolition of existing conservatory. Two storey rear extension and single storey side and rear extension. Clad existing side extension with stained timber boarding and replace existing staircase – 25 Old End (circulated on 14th November).
- 7.2. The Old Vicarage, Thornborough Road – Details provided by owner (circulated on 27th November), await formal notification from Buckinghamshire Council.
- 7.3. Members to review any applications received following the issue of this agenda.
- 7.4. Members to note applications pending consideration and decisions made by Buckinghamshire Council, see list at end of agenda.
- 7.5. Neighbourhood Plan – Members to consider the presentation costs of £375 plus travel expenses of £40 plus VAT.

8. Finance

- 8.1. Members to note the balances for the bank accounts as at the 30th November 2024, are as follows:
 - Barclays Community Current account ending 959 £18,817.28
 - Barclays savings account ending 970 £59,295.30
 - Barclays Millennium Wood account ending 198 £15,018.51
- 8.2. Members to approve the following payments:
 - P Molloy: £644.20 November net salary.
 - HMRC: £15.40 PAYE for November.
 - R Gough: £62.50 Caretaker for November. Standing order
 - M Jackson: £55 Securing the gate for November. Standing order
 - Lebara Mobile: £1.50 Mobile phone contract. Direct debit
 - ICO: £35 Data protection fee renewal. Direct debit
 - F Morris: £30 Christmas tree
 - Phillips Print & Stationers: £242.22 December/January pump printing
 - Octopus Energy: £88.48 Pavilion electricity for November
 - Traffic Technology: £390 (£325 plus £65 VAT) Annual maintenance of two speed signs
 - EON Energy Solutions Ltd: £46.80 (£39 plus £7.80 VAT) Repair to street light
 - NPower: £180.08 (£171.50 plus £8.58 VAT) Street lighting for October. Direct debit

- NPower: £17.78 (£16.93 plus £0.85 VAT) Street lighting for October. Direct debit
 - Plus any invoices received following the issue of this agenda.
- 8.3. Members to note the following income for November: £45 pavilion hire and £200.70 Padbury Through the Years book.
 - 8.4. Members are asked to review and agree the Receipts, Payments and Summary Report including budget/actuals as at 30th November 2024.
 - 8.5. Members to agree the appointment of Mrs B Knight to carry out our internal audit for 2024-25, cost £200.
 - 8.6. Members to review the bank reconciliation and November bank statements.
 - 8.7. Draft budget 2025-26 – Members to review and approve.
 - 8.8. Precept for 2025-26 - Members to review and approve.
 - 8.9. Members to note Barclays Bank are reducing their interest rate.
 - 8.10. Members to agree a third councillor to authorise online payments.

9. Other Parish Council Business

- 9.1. Right of Way lease – Members to agree the signing of the lease (circulated on 29th October).
- 9.2. Members to note the local government services pay agreement for 2024/25 has been announced. Clerks back pay agreed and paid in November salary. New hourly rate from 1st November 2024. Council have also agreed to increase to salary point 18 at £16/hour from the 1st April 2025.
- 9.3. Members to review and approve the following: Accessibility Statement and Privacy Notice for website and Code of Conduct policy (circulated 4th December)
- 9.4. Members to consider if the payments and receipts reports should be added to the website.
- 9.5. Members to approve the quote for a replacement street light, cost £1599 plus VAT.
- 9.6. Members to agree date for meeting with Callum Anderson MP, await dates.
- 9.7. Fix my Street.
- 9.8. Members to consider possible event to be held in either May, July or August at the playing field.
- 9.9. Members to note that our website is WCGA 2.2 compliant. Members to consider the following: site audit - cost £50 plus VAT, left hand menu option - cost £25 plus VAT and a FAQ page – cost £25 plus VAT.

10. Funding

- 10.1. Community Boards funding application successful for the zip wire and springy – Award letter confirmed on the 23rd September.
- 10.2. HS2 Road Safety Fund application submitted on the 19th July for some traffic calming measures on Main Street.

11. Contracts and Similar Matters

- 11.1. Devolved Services – Members to review and agree if wish to continue for 2025-26, as information circulated on 12th November.
- 11.2. Members to agree to extend the current agreement for Lynch Garden Services.

12. Meetings, Events and Training

- 12.1. Community Boards Meeting – 21st January, 6.30pm

- 12.2. North Bucks Parishes Planning Consortium meeting – 22nd January, 7.30pm
- 12.3. Greener Padbury Group – AGM 3rd February
- 12.4. Parish Liaison Meeting – 30th January
- 12.5. Training – as details circulated.

13. Maintenance/Environmental Issues

- 13.1. Jobs around the village – updated list circulated on the 3rd December.

14. Highways

- 14.1. Traffic Calming Measures – Approximate costs of £10,000. Funding applied for.
- 14.2. Members to consider purchasing Community Speed watch signs, costs £26.56 for a 600 x 150mm landscape sign or £34.10 for a 300 x 420mm portrait sign. Plus delivery.
- 14.3. Council to consider an inspection of the trees which are the parish councils responsibility, by an arboriculturists.

15. Matters dealt with between meetings

- 15.1. Members confirmed agreement to place order for the new zip wire and springy following confirmation of funding. Order placed on 24th September.
- 15.2. Objection to planning application 24/02780/VRC - Variation of condition 13 (Foul water drainage scheme) for development in Maids Moreton.
- 15.3. Responded to Freedom of Information request regarding the pavilion works.

16. Dates of next meetings - Members to note dates:

11th February, 15th April (to be confirmed) and 13th May (to be confirmed), 8th July, 9th September and 9th December.

Planning decisions made by Buckinghamshire Council since the last meeting:

- 24/02136/APP – Householder application for dropped kerb and driveway - 4 Monument Cottages, Main Street. REFUSED
- 24/02852/APP – Householder application for two storey and single storey side extensions and conversion of existing garage – Dairy Lands, Main Street. APPROVED

List of payments paid between meetings:

- Octopus Energy: £133.25 deposit to set up account for pavilion
- TEEC Ltd: £199.79 website hosting
- P Molloy: £718.45 September salary and expenses (red spray paint, toilet roll and cleaning products, door mat, noticeboard, 5 x A4 picture frames and a poppy wreath)
- HMRC: £7.20 employee PAYE. Cheque 102476
- R Gough: £62.50 caretaker for September. Paid by standing order
- M Jackson: £55 securing gate for September. Paid by standing order
- L Hawkins: £25 September cleaning of pavilion
- C F Morris: £120 diesel for tractor
- Phillips Print: £218.10 Padbury Pump printing for October/November
- EON Energy Solutions Ltd: £208.20 street lighting maintenance for quarter ending 30th September
- NPower: £206.57 street lighting for August. Paid by direct debit

- NPower: £16.55 street lighting for August. Paid by direct debit
- L Hawkins: £25 October cleaning of pavilion
- Empire Landscape: £3750 works to footpath at playing field
- Wave: £85.09 water at the pavilion 15th July to 14th October. Paid by direct debit
- NPower: £15.96 street lighting for September. Paid by direct debit
- NPower: £224.91 street lighting for September. Paid by direct debit
- EON Next: £106.08 pavilion electricity (final bill). Paid by direct debit
- Stansgate Planning: £1577.40 planning consultant fee
- M Jackon: £55 securing gate for October. Paid by standing order
- R Gough: £62.50 caretaker for October. Paid by standing order
- P Molloy: £643.70 October salary & expenses (postage, envelopes & mobile top up)
- HMRC: £7.20 PAYE for October. Cheque 102477
- Lynch Garden Services: £530 verge mowing & playground mowing
- L Hawkins: £37.50 pavilion cleaning for November
- R Gough: £417.50 mowing the playing fields & hanging pictures in the pavilion
- Octopus Energy: £49.20 pavilion electricity for October. Paid by direct debit